P. O. Box 71010 Oakland, CA 94612

Tel. No.: (510) 286-3700 or 1-(800) 794-6900



NOTICE OF QME COMPETENCY EXAMINATION October 25, 2008

The Division of Workers' Compensation (DWC) will administer the next Qualified Medical Evaluator (QME) Competency Examination on <u>Saturday</u>, <u>October 25</u>, <u>2008</u>.

Physicians who wish to take the exam on October 25, 2008, must submit a completed original Application for Appointment as Qualified Medical Evaluator (QME Form 100, Rev.1/06) and Registration for QME Competency Examination (QME Form 102, Rev.1/06). The Application for Appointment as QME and all required documentation must be reviewed and approved by the DWC before a physician can be registered for the exam, (Title 8, California Code of Regulations §§10, 11). The application must be **postmarked by September 11, 2008**, in order to qualify for this exam. Qualified registrants will receive by mail a confirmation letter along with a Candidate Information Booklet. Please keep a copy for your records. The DWC is not responsible for late or lost applications.

All physicians are required to pay a non-refundable/non-rollover \$125.00 fee to sit for any upcoming QME examination. (Title 8, California Code of Regulations § 11(f)(2)) Before appointment as QME, the physician shall complete a course in disability evaluation report writing, approved by the Administrative Director. (Labor Code § 139.2)

NOTE: Only physicians who were registered for the past QME exam on April 26, 2008, and who retake the exam in October 2008, may submit their registration without the Application form since their Application is already on file. The DWC may, however, request current status of expired documentation, i.e., expired license, etc.)

The DWC will assess your annual QME fee after you have successfully passed the QME Competency Exam in order to activate your QME status.

Please call (510) 286-3700 for further assistance. You may obtain additional application forms at www.dwc.ca.gov.

Division of Workers' Compensation Medical Unit (Enclosures)

For Use on the QME Application Form

IMPORTANT: PLEASE USE THREE LETTER SPECIALTY CODE WHEN COMPLETING BLOCK 8 OF APPLICATION FORM

MD/DO SPECIALTY CODES

	MD/DO SPECIALLY CODES
MAI	Allergy and Immunology
	Anesthesiology
	Colon & Rectal Surgery
	Dermatology
	Emergency Medicine
	Family Practice - MD
OFP	Family Practice - DO
	Family Practice - DO - Including
	Osteopathic Manipulation
MPM	General Preventive Medicine
MOH	Hand - Orthopaedic Surgery
	Hand - Plastic Surgery
	Hand - Surgery
	Internal Medicine
MMV	Internal Medicine - Cardiovascular Disease
MME	Internal Medicine - Endocrinology
	Diabetes and Metabolism
MMG	Internal Medicine - Gastroenterology
MMH	Internal Medicine - Hematology
	Internal Medicine - Infectious Disease
MMO	Internal Medicine - Medical Oncology
MMN	Internal Medicine - Nephrology
MMP	Internal Medicine - Pulmonary Disease
MMR	Internal Medicine - Rheumatology
MOQ	Medicine - Otherwise Qualified
MPB	Neurological Surgery-Including Back
MPN	Neurology
	Neurological Surgery
	Nuclear Medicine
MOG	Obstetrics and Gynecology
MPO	Occupational Medicine
MOP	Ophthalmology
MOS	Orthopaedic Surgery
MOB	Orthopaedic Surgery - Including Back
MTO	Otolaryngology
MAP	Pain Management - Anesthesiology
MPP	Pain Management - Pain Medicine
MHA	Pathology
MEP	Pediatrics
MPR	Physical Medicine & Rehabilitation
MPS	Plastic Surgery
MPD	Psychiatry
MRY	Radiology
MSY	Surgery
MSG	Surgery - General Vascular
MTS	Thoracic Surgery
MPT	Toxicology - Occupational Medicine
MET	Toxicology - Emergency Medicine
MUU	Urology

NON-MD/DO SPECIALTY CODES

*denotes a doctor of chiropractic who has completed a chiropractic post-graduate specialty program

ACA Acupuncture DCH Chiropractic

DCN Chiropractic - Neurology*
DCO Chiropractic - Orthopaedic*
DCR Chiropractic - Radiology*

DCS Chiropractic - Sports Medicine* DCT Chiropractic - Rehabilitation*

DEN Dentistry
OPT Optometry
POD Podiatry
PSY Psychology

PSN Psychology - Clinical Neuropsychology

Attachment to Form 100 (Rev. 1/2006)



APPLICATION FOR APPOINTMENT AS QUALIFIED MEDICAL EVALUATOR

For the Department of Industrial Relations Division of Workers' Compensation P. O. Box 420603 San Francisco, CA 94142-0603

FOR DWC USE ONLY QME NO.: INPUT DATE: INPUT BY:

AST NAME		FIRST N.	AME		MI	JR/SR
BUSINESS ADDRESS WHERE	QME EVALUA	FIONS WILL TAKE PLAC	CE CITY		ZIP +	4
			CITT		ZII +	+
AAH DIG ADDDESS FOR COR	DEGDONDENCI	S IE DIFFEDENT	CUTY		710	4
MAILING ADDRESS FOR COR	RESPUNDENCI	E, IF DIFFERENT	CITY		ZIP +	4
	CAI	 L. PROFESSIONAL	EXPI	RATION	YEAR ENTERE	ED
AREA CODE) PHONE NO.		ENSE NUMBER	(MM		PRACTICE	
		PROCEED TO	BLOCK 2			
OCK 2 (FOR ALL APPLI	CANTS) IM	PORTANT: BLOCK 2	2 Must be ful	ly completed	before proc	eeding
ROFESSIONAL EDUCATI	_			= =	=	_
	DICAL SCHOO	ol .				
OLLEGE ,UNIVERSITY OF ME	DIC/ LE SCHOOL	-				10
OLLEGE ,UNIVERSITY OF ME	DIC/ LE SCHOOL			MD or DO, COMPL DC. COMPLETE BLO		,7,8,9 ,10
	STATE		EE DEGREE If I	DC, COMPLETE BLOP Ph.D, Psy.D or Ed.D	OCKS 4,7,8,9,10), COMPLETE BL	OCKS 5,7
			EE DEGREE If I	DC, COMPLETE BLO	OCKS 4,7,8,9,10), COMPLETE BL	OCKS 5,7
CITY	STATE	DATE OF DEGR	EE DEGREE If I	DC, COMPLETE BLO Ph.D, Psy.D or Ed.E ther Degrees, COI	OCKS 4,7,8,9,10), COMPLETE BL	OCKS 5,7
•	STATE S AND DOS	DATE OF DEGRI	EE DEGREE IF I	DC, COMPLETE BLO Ph.D, Psy.D or Ed.D ther Degrees, CO NING:	OCKS 4,7,8,9,10), COMPLETE BL MPLETE BLOCKS	OCKS 5,7 7,8,9,10
SLOCK 3 (FOR MDS NOTE: For MDs or DOs who are American Council on Graduate Mo	STATE S AND DOS e not board certif	DATE OF DEGRIONLY) POSTGRA ied, state law requires succe	EE DEGREE f ADUATE TRAIL essful completion of	DC, COMPLETE BLO Ph.D, Psy.D or Ed.E ther Degrees, CON NING: f a residency training p	OCKS 4,7,8,9,10 DCKS 4,7,8,9,10 DCCKS MPLETE BLOCKS	OCKS 5,7,7,8,9,10
SLOCK 3 (FOR MDS NOTE: For MDs or DOs who are the control of Graduate Modern Council on Graduate Moder	STATE S AND DOS e not board certif	DATE OF DEGRIONLY) POSTGRA ied, state law requires succe	EE DEGREE f ADUATE TRAIL essful completion of	DC, COMPLETE BLO Ph.D, Psy.D or Ed.E ther Degrees, CON NING: f a residency training p	OCKS 4,7,8,9,10 DCKS 4,7,8,9,10 DCCKS MPLETE BLOCKS	OCKS 5,7,7,8,9,10
SLOCK 3 (FOR MD: NOTE: For MDs or DOs who are timerican Council on Graduate Me	STATE S AND DOS e not board certifedical Education	DATE OF DEGRIONLY) POSTGRA ied, state law requires succe	EE DEGREE f ADUATE TRAIL essful completion of	DC, COMPLETE BLO Ph.D, Psy.D or Ed.E ther Degrees, CON NING: f a residency training p	OCKS 4,7,8,9,10 DCKS 4,7,8,9,10 DCCKS MPLETE BLOCKS	OCKS 5,7,7,8,9,10
SLOCK 3 (FOR MDS	STATE S AND DOS e not board certifedical Education	DATE OF DEGRIONLY) POSTGRA ied, state law requires succe	EE DEGREE If I	DC, COMPLETE BLO Ph.D, Psy.D or Ed.E ther Degrees, CON NING: f a residency training p	OCKS 4,7,8,9,10 DOCKS 4,7,8,9,10 DOCKS MPLETE BLOCKS TOGRAM TOGRA	OCKS 5,7 7,8,9,10 by the
EITY SLOCK 3 (FOR MD: NOTE: For MDs or DOs who are american Council on Graduate Me esidency training.	STATE S AND DOS e not board certifedical Education	ONLY) POSTGRA ied, state law requires succe or the American Osteopath	EE DEGREE If I	DC, COMPLETE BLO Ph.D, Psy.D or Ed.D ther Degrees, COM NING: f a residency training p tllowships will not be accompleted.	OCKS 4,7,8,9,10 DOCKS 4,7,8,9,10 DOCKS OCK OCK OCK OCK OCK OCK OCK	OCKS 5,7,8,9,10 by the ceredited
LOCK 3 (FOR MDS) IOTE: For MDs or DOs who are merican Council on Graduate Mesidency training. O NOT ENTER "SEE RESUME PGY 1 or INTERNSHIP: Hosp	STATE S AND DOS e not board certifedical Education E" oital/Facility	ONLY) POSTGRA ied, state law requires succe or the American Osteopath	EE DEGREE If I	DC, COMPLETE BLO Ph.D, Psy.D or Ed.D ther Degrees, COM NING: f a residency training p tllowships will not be accompleted.	OCKS 4,7,8,9,10 DOCKS 4,7,8,9,10 DOCKS OCK OCK OCK OCK OCK OCK OCK	OCKS 5,7,8,9,10 by the ceredited
EITY SLOCK 3 (FOR MD: NOTE:For MDs or DOs who are american Council on Graduate Me esidency training. DO NOT ENTER "SEE RESUME PGY 1 or INTERNSHIP: Hosp	STATE S AND DOS e not board certifedical Education E" oital/Facility	DATE OF DEGRA ONLY) POSTGRA ied, state law requires succe or the American Osteopath	EE DEGREE If I	DC, COMPLETE BLO Ph.D, Psy.D or Ed.D ther Degrees, CON NING: f a residency training p llowships will not be accomply	OCKS 4,7,8,9,10 D, COMPLETE BL MPLETE BLOCKS rogram accredited ccepted in lieu of accepted in lieu of acc	OCKS 5,7,8,9,10 by the ccredited Yes
EITY LOCK 3 (FOR MD: ROTE:For MDs or DOs who are american Council on Graduate Mesidency training. DO NOT ENTER "SEE RESUME PGY 1 or INTERNSHIP: Hosp	STATE S AND DOS e not board certifedical Education E" oital/Facility	DATE OF DEGRA ONLY) POSTGRA ied, state law requires succe or the American Osteopath	EE DEGREE If I	DC, COMPLETE BLO Ph.D, Psy.D or Ed.D ther Degrees, CON NING: f a residency training p llowships will not be accomply Type	OCKS 4,7,8,9,10 D, COMPLETE BL MPLETE BLOCKS rogram accredited ccepted in lieu of accepted in lieu of acc	OCKS 5,7,8,9,10 by the ccredited Yea To
SLOCK 3 (FOR MDS NOTE: For MDs or DOs who are american Council on Graduate Mesidency training.	STATE S AND DOS e not board certifedical Education E" oital/Facility	DATE OF DEGRA ONLY) POSTGRA ied, state law requires succe or the American Osteopath Location (C	EE DEGREE If I	DC, COMPLETE BLO Ph.D, Psy.D or Ed.D ther Degrees, CON NING: f a residency training p llowships will not be accomply	OCKS 4,7,8,9,10 DOCKS 4,7,8,9,10 DOCKS OF THE BLOCKS	OCKS 5,7,8,9,10 by the ccredited Yea To
LOCK 3 (FOR MD: NOTE:For MDs or DOs who are comerican Council on Graduate Mostidency training. NO NOT ENTER "SEE RESUME PGY 1 or INTERNSHIP: Hosp RESIDENCY: Hospital/Facility	STATE S AND DOS e not board certifedical Education E" oital/Facility	DATE OF DEGRI	EE DEGREE If I	DC, COMPLETE BLO Ph.D, Psy.D or Ed.D ther Degrees, CON NING: f a residency training p llowships will not be accomply Type Type Type	OCKS 4,7,8,9,10 D, COMPLETE BL MPLETE BLOCKS rogram accredited becepted in lieu of accepted in lieu of accepted From From From	OCKS 5,7,8,9,10 by the ecredited Yes To To
EITY LOCK 3 (FOR MD: ROTE:For MDs or DOs who are american Council on Graduate Mesidency training. DO NOT ENTER "SEE RESUME PGY 1 or INTERNSHIP: Hosp	STATE S AND DOS e not board certifedical Education E" oital/Facility	DATE OF DEGRA ONLY) POSTGRA ied, state law requires succe or the American Osteopath Location (C	EE DEGREE If I	DC, COMPLETE BLO Ph.D, Psy.D or Ed.D ther Degrees, CON NING: f a residency training p llowships will not be accomply Type	OCKS 4,7,8,9,10 DOCKS 4,7,8,9,10 DOCKS OF THE BLOCKS	OCKS 5,7,8,9,10 by the ccredited Yea To
LOCK 3 (FOR MDs) IOTE: For MDs or DOs who are american Council on Graduate Mostidency training. OO NOT ENTER "SEE RESUME PGY 1 or INTERNSHIP: Hosp ESIDENCY: Hospital/Facility	STATE S AND DOS e not board certif edical Education E" oital/Facility	DATE OF DEGRI	EE DEGREE If I	DC, COMPLETE BLO Ph.D, Psy.D or Ed.D ther Degrees, CON NING: f a residency training p llowships will not be accomply Type Type Type	OCKS 4,7,8,9,10 D, COMPLETE BL MPLETE BLOCKS rogram accredited becepted in lieu of accepted in lieu of accepted From From From	OCKS 5,7,8,9,10 by the ecredited Yea To To

BLOCK 4 (FOR DCs ONLY) NOTE: APPLICANT MUST MEET ONE OF THE FOLLOWING REQUIREMENTS	Yes	No
1) I am certified in California workers compensation evaluation by either a California professional chiropractic association or an accredited California college recognized by the Administrative Director (i.e. IDE Certificate (min. 44 hrs. eff. 4/15/99)).		
2) I have completed a chiropractic postgraduate specialty program of a minimum of 300 hours taught by a school or college recognized by the Administrative Director, the Board of Chiropractic Examiners and the Council on Chiropractic Education.		
PROCEED TO BLOCK 7 SUBMIT DOCUMENTATION		
BLOCK 5 (FOR Ph.Ds, Psy.Ds AND Ed.Ds ONLY) NOTE: APPLICANT MUST MEET ONE OF THE FOLLOWING REQUIREMENTS	Yes	No
1) I am board certified in clinical psychology by the American Board of Professional Psychology, Inc.		
2) I have a doctoral degree in psychology, or a doctoral degree deemed equivalent for licensure by the Board of Psychology, from a university or professional school recognized by the Administrative Director and have not less than five years postdoctoral experience in the diagnosis and treatment of emotional and mental disorders.		
3) I have not less than five years postdoctoral experience in the diagnosis and treatment of emotional and mental disorders and I have served as an Agreed Medical Evaluator (AME) on eight or more occasions prior to January 1, 1990. (Please provide documentation of 8 AMEs, i.e. AME cover letters, first page of the reports, or a sworn statement made under penalty of perjury).		
PROCEED TO BLOCK 7 SUBMIT DOCUMENTATION		
BLOCK 6 (FOR MDs AND DOs ONLY) NOTE: APPLICANT MUST MEET ONE OF THE FOLLOWING REQUIREMENTS	Yes	No
1) I am board certified in the specialty for which I am applying to become a QME by a board recognized by the Administrative Director and the Medical Board of California or the Osteopathic Medical Board of California.		
nized by the Administrative Director and the Medical Board of California or the Osteopathic Medical		

PROCEED TO BLOCK 7

SUBMIT DOCUMENTATION

BLOCK 7 (FOR ALL APPLICANTS) NOTE: APPLICANT MUST MEET ONE OF THE FOLLOWING REQUIREMENTS 1) I devote at least one-third of my total practice time to providing direct medical treatment (Direct Medical Treatment is that special phase of the health care provider-patient relationship which (1) attempts to clinically diagnose and alter or modify the expression of a non-industrial illness, injury or pathological condition; or (2) attempts to cure or relieve the effects of an industrial injury.)	TRUE FA	LSE
2) I have served as an Agreed Medical Evaluator (AME) on eight (8) or more occasions in the 12 months prior to submitting this application. (Submit documentation of 8 AMEs, i.e. AME cover letters, first page of reports or a sworn statement made under penalty of perjury.) PROCEED TO BLOCK 8		
BLOCK 8 (FOR ALL APPLICANTS) PLEASE INDICATE SPECIALTY(IES) FOR WHICH YOU ARE APPLYING TO DO QME EXAMS (USE SPECIALTY CODE LIST)	ENCLOSE	D
Professional practice specialty code: Professional practice specialty code: Professional practice specialty code: Professional practice specialty code:		
Reminder: For MDs & DOs, a copy of your Board Certification or documentation of completion of a training accredited by the American College of Graduate Medical Education or the American Osteopathic Associate Submitted. For DCs, a certificate from postgraduate specialty diplomate program must be submitted for	ciation must	be ılty.
PROCEED TO BLOCK 9		
BLOCK 9 (FOR ALL APPLICANTS, IF COMPLETED) I have completed a disability evaluation report writing course approved by the Adm Director. Course: Date of Course:	inistrative	;
PROCEED TO BLOCK 10		
BLOCK 10 (FOR ALL APPLICANTS)		
AFFIRMATIONS: Initialling each box affirms that you have read and agree to each of the statements. License Status A. My license to practice medicine is active and is neither restricted nor encumbered by suspension, interim suspension or probation. I certify that I have not been convicted of either a misdemeanor or felony related to my practice or a crime of	INITIA EACH B	
moral turpitude.		
B. I agree to notify the Administrative Director if my license to practice medicine is placed on suspension, interim suspension, probation or is restricted by my licensing agency. I further agree to notify the Administrative Director if I am convicted of a misdemeanor or felony related to my practice or a crime of moral turpitude. (Do not initial if your statement is untrue, attach an explanation on a seperate piece of paper.) I understand that the Administrative Director may deny my application or conditionally accept my application if my license is on probation with my licensing authority.		

Cont'd of BLOCK 10 (FOR ALL APPLICANTS) Verification

I have used all reasonable diligence in preparing and completing this application. I have reviewed this completed application and to the best of my knowledge the information contained herein and in the attached supporting documentation is true, correct and complete. Failure to provide truthful information shall result in denial of applicants appointment and/or disciplinary action. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Г					
Executed on	(MM/DD/YY)	at	County	CA	Applicant's Signature

IMPORTANT: Your application for appointment as a QME shall be returned if it is incomplete. Please check:

- 1) That your application is fully completed, dated and signed with an original signature. We will not accept faxed applications. Please also submit statement of citizenship form.
- 2) All necessary documentation is attached:
 - a) All applicants A Copy of your current California Professional License.
 - b) MDs, DOs A copy of your board certification or certificate(s) of completion of a residency training program accredited by the American College of Graduate Medical Education or the American Osteopathic Association. Please provide for all specialties in which you are requesting appointment to perform QME exams.
 - c) DCs A copy of your certificate in California Workers' Compensation Evaluation or a copy of your certificate from postgraduate specialty diplomate program. For DC specialties other than DCH (e.g. DCR) a copy of your certificate of completion of 300 hours from postgraduate specialty diplomate program is required.
 - d) Ph.D, Psy.D and Ed.D- A copy of your professional diploma(s). Copy of board certification, if appropriate.
 - e) ALL OTHERS A copy of your professional diploma(s).
 - f) A copy of completion certificate from the report writing course required by Title 8 CCR §11.5, if completed.

This document must be submitted prior to obtaining your appointment as a QME.

A PUBLIC DOCUMENT

PRIVACY NOTICE - The Information Practices Act of 1977 and the Federal Privacy Act require the Administrative Director to provide the following notice to individuals who are asked by a governmental entity to supply information for appointment as a Qualified Medical Evaluator (QME).

The principal purpose for requesting information from QMEs is to administer the QME program within the California workers' compensation system. Additional information may be requested if your application is denied and/or a disciplinary action is taken.

The California Labor Code requires every QME physician to meet certain statutory requirements. Physicians are required by the Labor Code to provide: name; business address/addresses; professional education; training; license number; year entered practice and other requirements deemed necessary by the Administrative Director. It is mandatory to furnish all the appropriate information requested by the Administrative Director. Failure to provide all of the requested information may result in the denial of the application.

As authorized by law, information furnished on this form may be given to: you, upon request; the public, pursuant to the Public Records Act; a governmental entity, when required by state or federal law; to any person, pursuant to a subpoena or court order or pursuant to any other exception in Civil Code § 1798.24.

An individual has a right of access to records containing his/her personal information that are maintained by the Administrative Director. An individual may also amend, correct, or dispute information in such personal records (Civil Code § 1798.34-1798.37).

Requests should be sent to:

Division of Workers' Compensation-Medical Unit P.O. Box 420603 San Francisco, CA 94142-0603

Tel: (510) 286-3700 or 1(800) 794-6900

Fax: (510) 622-3467; E-mail: www.dir.ca.gov

You may request a copy of the Division of Workers' Compensation policy and procedures for inspection of records at the above address. Copies of the procedures and all records are ten cents (\$0.10) per page, payable in advance. (Civil Code § 1798.33).

DEPARTMENT OF INDUSTRIAL RELATIONS DIVISION OF WORKERS' COMPENSATION MEDICAL UNIT 1515 Clay Street 17th Floor

1515 Clay Street, 17th Floor Oakland, CA 94612

.

Tel. No.: (510) 286-3700 or 1-(800) 794-6900

ADDRESS REPLY TO:

P. O. Box 71010 Oakland, CA 94612



(over)

REGISTRATION FOR QME COMPETENCY EXAMINATION October 25, 2008

PLEASE COMPLETE THIS REGISTRATION FORM AND RETURN POSTMARKED NO LATER THAN <u>SEPTEMBER 11, 2008</u>. THE DIVISION OF WORKERS' COMPENSATION (DWC) IS NOT RESPONSIBLE FOR LATE OR LOST APPLICATIONS. PLEASE SEND YOUR REGISTRATION AND APPLICATION FORMS TO:

DIVISION OF WORKERS' COMPENSATION - ATTN: QME EXAM - MEDICAL UNIT

MAILING ADDRESS: P. O. BOX 71010 OAKLAND, CA 94612 STREET ADDRESS FOR EXPRESS DELIVERY:
1515 CLAY STREET 17TH FLR.
OAKLAND, CA 94612

NAME:	FIRST	, <u> </u>				
LAST	FIRST	MI JR./SR.				
ADDRESS: (street address)						
(city)	CA (zip)	(+4)				
PHONE NUMBER: () -	FAX NUMBER: ()					
PHYSICIAN'S LICENSE NUMBER: - Prefix	Number					
EXAM DATE & TIME: October 25, 2008		n begins at 9:30 a.m. egins at 10:00 a.m.				
PREFERRED EXAM LOCATION: (TEST SITE WILL BE INDICATE Northern California		TER FROM CPS.) nern California				
DO YOU HAVE ANY NEED FOR ACCOMODATIONS DUE TO A DISABILITY OR RELIGIOUS CONFLICT? No Yes (Please see the Special Administration Procedures at the back of this page.)						
AFFIRMATIONS and VERIFICATION						
I have used all reasonable diligence in preparing and completing this application. I have reviewed this completed application and to the best of my knowledge the information contained herein and in the attached supporting documentation is true, correct and complete. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. I understand that I must keep my license to practice active and that it currently is active. I certify that I am not currently on probation with my licensing board nor on any court-ordered probation. I certify I will notify the DWC of any of the following events: a) change in my license status; b) any past or future conviction related to the conduct of my practice or for any crime of morel turpitude; and c) upon being placed on probation by my licensing board or by any court-ordered probation.						
I certify that all the information and supporting documentation which I has bona fide, true and correct.	ave previously submitted to the D	OWC with earlier QME application(s)				
Executed on: at County &	State	Applicant's Signature				

REGISTERING FOR SPECIAL ADMINISTRATION PROCEDURES

Examinee with a Disabling Condition or Religious Conflict

Special administration arrangements can be provided for examinees who, due to a disability or religious conflict, would not be able to take the test under standard conditions. Requests for special arrangements must be made by the REGULAR REGISTRATION DEADLINE. It may not be possible to honor requests for special testing arrangements received after the regular registration deadline.

Individuals whose religious convictions prohibit them from taking tests on Saturdays or religious holidays may request a special test administration

All of the following must be submitted if special arrangements are needed due to a disability:

- a letter from you describing the condition and the specific special arrangements requested; and
- a completed registration form.

YOUR PROFESSIONAL LICENSE NUMBER AND TELEPHONE NUMBER MUST APPEAR ON ALL CORRESPONDENCE.

If you need special facilities (e.g., wheelchair accessible building or restrooms), please notify by letter, Cooperative Personnel Services (CPS) at 241 Lathrop Way, Sacramento, CA 95815. In this case, it is not necessary to submit any medical documentation.

Special arrangements for the following conditions can be accommodated at ALL test sites:

- special seating (e.g., due to pregnancy)
- wheelchair accessible facilities
- use of magnifying devices or large-print tests (e.g., for those with visual impairments).

Arrangements that require SUBSTANTIAL CHANGES IN TESTING CONDITIONS may be accommodated only at selected test sites. If it is necessary to relocate you to accommodate any other type of request, you will be contacted directly to discuss the arrangement.

QME FORM 102 Rev. 1/2006

P. O. Box 71010 Oakland, CA 94612

Tel. No.: (510) 286-3700 or 1-(800) 794-6900



ALL PHYSICIANS REQUIRED TO PAY NON-REFUNDABLE/NON-ROLLOVER \$125.00 FEE

Effective with the September 20, 2003 QME exam, all physicians are required to pay a non-refundable/non-rollover \$125.00 fee to sit for any upcoming Qualified Medical Evaluator examination. (Title 8, California Code of Regulations §11(f)(2)).

If you have any questions regarding the fee, please call Joanne Van Raam at 1-800-794-6900 ext. 2004 or 510-628-2004 for further information.

Please send this completed form with a \$125.00 check payable to "**Division of Workers' Compensation**" along with your application for appointment as QME, QME competency exam registration form and documentation to:

Division of Workers' Compensation Medical Unit P O Box 71010 Oakland, CA 94612 Attn: Joanne Van Raam, Examination Coordinator

NAME:	CA PHYSICIAN'S NUMBER:	
ADDRESS:		
CITY:	STATE: ZIP:	
FAX NUMBER:	E-MAIL ADDRESS:	

THANK YOU, DIVISION OF WORKERS' COMPENSATION

P. O. Box 71010 Oakland, CA 94612

Tel. No.: (510) 286-3700 or 1-(800) 794-6900



12 HOUR REPORT WRITING COURSE PROVIDERS

Effective January 1, 2001, "A physician seeking appointment as a Qualified Medical Evaluator on or after January 1, 2001, shall also complete prior to appointment, a 12 hour course on Disability Evaluation Report Writing approved by the DWC", (LC §139.2).

The following are the providers approved by the Division of Workers' Compensation:

<u>NAME</u>	LOCATION	PHONE NUMBER
James Platto, DC/Dennis Sosine, DC	Southern California	209-966-5652
Dennis Sosine, DC/James Platto, DC	Northern California	925-676-9245
Dana Livingstone-Lopez	Southern/Northern CA	760-944-6769
California Chiropractic Association (CAA)/California Society of Industrial Medicine & Surgery (CSIMS)	Southern/Northern CA	916-648-2727
Fred Lerner, DC, Lerner Education	Southern California	800-838-8584
California Orthopedic Association (COA)	Southern California	916-454-9884

These are the only report writing course providers approved at this time. You must attend a report writing course prior to being appointed as a QME, but are **not** required to take the course prior to the QME examination, unless you wish to.

If you have any further questions you may call Joanne Van Raam, Exam Coordinator at 1-800-794-6900 ext 2004. Thank you for your interest in the Qualified Medical Evaluator program.

Sincerely, Division of Workers' Compensation

P. O. Box 71010 Oakland, CA 94612

Tel. No.: (510) 286-3700 or 1-(800) 794-6900



SUGGESTED REFERENCES(For Physicians planning to take the QME Examination)

Physician's Guide to Medical Practice in the California Workers' Compensation System, An IMC publication, Winter 2001, 3rd edition. (Available from the DWC/Manual Order, PO Box 71010, Oakland, CA 94612; \$15.00) Also, available through the Internet at www.dir.ca.gov/dwc/medicalunit/toc.pdf. or www.dwc.ca.gov, click "Publications", click "The Physician's Guide to Medical Practice in the California Workers' Compensation System".

<u>Provisions of the California Code of Regulations; Title 8, Industrial Relations, are part of the study material for the QME examination.</u> Information is available through the DWC's website, <u>www.dwc.ca.gov</u>, click "Laws and Regulations". (A copy is included with the purchase of The Physician's Guide to Medical Practice).

Herlick, SD. <u>The California Workers' Compensation Handbook (26th Edition)</u>. Available Dec. 2007 from Matthew Bender & Co., Inc. (To order: 1-800-223-1940 approximately \$112.00, product #80283-16).

Workers' Compensation Laws of California. 2008 Edition. Matthew Bender & Co., Inc. (To place an order: 1-800-223-1940; approximately \$63.00, product #840). Especially sections: 139.2, 139.3, 139.31, 4060, 4061, 4062, 4600, 4628. Information is available through the DWC's website, www.dwc.ca.gov, click "Laws and Regulations".

Thurber, P. <u>Evaluation of Industrial Disability</u>, 2nd ed. Oxford University Press, 1960 (Available from UCSF Bookstore, 500 Parnassus Ave., San Francisco, CA 94143. To place an order: 1-800-846-2144; \$24.95).

SB 899 (2004), SB 228 (2003), AB 749 (2002). The senate and assembly bills are located at www.leginfo.ca.gov

AMA Guides to the Evaluation of Permanent Impairment 1-800-621-8335 or www.ama-assn.org



THE PHYSICIAN'S GUIDE TO MEDICAL PRACTICE IN THE CALIFORNIA WORKERS' COMPENSATION SYSTEM

(3RD Edition, printed 12/01)

The Manual covers:

- ❖ An overview of the California Workers' Compensation System
- ***** The basic concepts of:
 - Compensability
 - Disability
 - ❖ The role of treating/evaluating physician's in the work compensation system
 - ❖ The evaluator's conduct & ethics
 - Guidelines for the evaluator's office staff
 - Various forms and resource materials

Order your copy today!

(please type or print legibly)

Return with a check for \$15.00, payable to: **Division of Workers' Compensation**

Mail to: Division of Workers' Compensation – Attn: Medical Unit

P O Box 71010, Oakland, CA 94612

NAME:			
COMPANY NAME:			
STREET ADDRESS:	(No P	P. O. Box Address Please)	
CITY:	STATE:	ZIP:	
PHONE NUMBER:			